

MINUTES OF THE WATER / TOWN BOARD MEETING OF JUNE 24, 2015

PRESENT:   Supervisor       Ed Fairbrother  
              Council           Andy Gillette  
                              Bob Adams  
                              Lee Giammichele  
                              Mike Saglibene  
              Attorney       Tom Reilly  
              Junior Council   Nicole Cross  
              Town Clerk      Linda Cross

Supervisor Fairbrother called the Water Board meeting to order at 7:00 p.m. and requested those present to participate in the Pledge of Allegiance.

NEW BUSINESS

RESOLUTION NO. 152-15  
ALLOCATION FORMULA TO BE USED FOR ACCOUNTING PURPOSES  
FOR ALL WATER DISTRICTS ADOPTED

Resolution by: Gillette  
Seconded by: Giammichele

WHEREAS, The Town of Big Flats Water Department recently combined three of the four Water Districts (Res No. 127-15) and the effective date of this consolidation for administrative purposes will be July 1, 2015, and the current allocation formula was adopted in 2003 (Res. No 241-03) and needs to be updated and,

WHEREAS, under Town Code Chapter 13.04.010 the Town of Big Flats Water Board has authority to establish an allocation formula to equitably cover and pay the costs associated with the routine operation and maintenance of the water system by resolution as deemed appropriate and necessary, and

WHEREAS, it is necessary due to the consolidation of the Water Districts to update said allocations, and

WHEREAS, for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such, no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED, the Town of Big Flats Water Board adopts the following Allocation Schedule, based on the Total Assessed Value found within the Districts, using the 2014 Tax Roll data:

Allocation between the two districts (Water District 4 and Water District 5):

District 4	2%
District 5	98%

Allocation will be 100% when just one district is involved.

CARRIED:   AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
              NAYS: None

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RESOLUTION NO. 153-15

PURCHASE OF A FORD F-150 TRUCK FOR THE WATER DEPARTMENT APPROVED

Resolution by: Giammichele

Seconded by: Adams

WHEREAS the Town Supervisor and the Water Systems Supervisor recognizes the need to purchase a new truck, and

WHEREAS the purchase of a new truck was planned and budgeted by the Town Board for the year 2015, and

WHEREAS for environmental review purposes, the purchasing of equipment is a Type II action in accordance with SEQRA 6 NYCRR, Part 617.5(c) (25) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Town Supervisor and the Water Systems Supervisor to purchase a 2015 Ford F-150 XLT 4 x 4 pick-up truck from Van Bortel Ford as outlined on Quote #19138 on the 2015 Chautauqua Bid Group 5, Item 2, Veh 2, for the sum not to exceed \$31,932.60.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother

NAYS: None

RESOLUTION NO. 154-15

HUNT ENGINEERING TO PROVIDE PROFESSIONAL SERVICES FOR ELMIRA  
INTERCONNECT AND PUMP STATION APPROVED

Resolution by: Adams

Seconded by: Gillette

WHEREAS the NYSDOH has been asking us to establish an alternative water supply (s) to comply with our ERP (Emergency Response Plan) so our Water Districts are provided with an uninterrupted water supply should an emergency occur. The SRBC (Susquehanna River Basin Commission) is also interested in our acquisition of alternate sources of water. There is continued growth on the horizon in the Town and increased water demand to accompany that growth, an alternative and/or supplemental water supply makes sense, and

WHEREAS the Town of Big Flats Water Board passed a resolution, Res. No. 59-14, to commit financially to the interconnection and installation of a pump station, and

WHEREAS the Big Flats Water Department received a proposal from Hunt Engineering to perform the engineering tasks associated with the designing, bidding and construction inspection services of said interconnect and pump station, and

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RESOLUTION NO.154-15, HUNT ENGINEERING TO PROVIDE PROFESSIONAL SERVICES FOR ELMIRA INTERCONNECT AND PUMP STATION APPROVED continued

WHEREAS for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (18) to include basic data collection and engineering studies. No further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes Hunt Engineering to provide professional engineering tasks associated with the data collection, design plans, easements, specifications, bid, contract drawings, and construction inspection services to size and install: an emergency interconnect with the Elmira Water Board and pump station at the site for a rate not to exceed seventy-eight thousand, ninety-eight dollars (\$78,098.00).

CARRIED: AYES: Gillette, Giammichele, Adams, Fairbrother  
NAYS: None ABSTAINED: Saglibene

Since there was no further business for the Water Board, Supervisor Fairbrother closed the Water Board meeting at 7:29 p.m.

Supervisor Fairbrother called the Town Board Meeting to order at 7:30p.m.

CONCERNS OF THE PEOPLE – None

MINUTES

Councilperson Saglibene made a motion, seconded by Councilperson Gillette to approve the Town Board minutes of May 27, 2015 as presented. All in favor, motion carried.

Councilperson Saglibene made a motion, seconded by Councilperson Gillette to approve the Town Board minutes of June 10, 2015 as presented. All in favor, motion carried.

NEW BUSINESS

RESOLUTION NO.155-15  
BUDGET TRANSFERS APPROVED

Resolution by: Gillette  
Seconded by: Giammichele

WHEREAS a memorandum was received from the Bookkeeper, dated June 17, 2015, requesting authorization for budget transfers to accommodate the following overspent budgets, and for current and upcoming expenses, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such further action is necessary regarding the same, now

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RESOLUTION NO.155-15, BUDGET TRANSFERS APPROVED continued

WHEREAS the town is need of managing and controlling its records management, storage facility and data base and due to initiating and preparing grant application and scope work for the 2015 Grant cycle in conjunction with Chemung County a budget amendment is necessary for costs incurred, and

Please authorize a budget transfers to accommodate this overspent budget.

To	Records Management –CE- A.1460.0400	2,500	
From	Contingency –CE-1990.0400		2,500

Please authorize a budget transfers to accommodate the following overspent budgets for current and upcoming expenses:

To	Financial Fees & Scvs –CE- A.1380.0400	350	
	Drainage CE—A.8540.0401 (Jackson Basin)	5,000	
	Workers Compensation –A9040.0800	120	
From	Contingency –CE-1990.0400		5,470

BE IT THEREFORE RESOLVED the Town Board authorizes the Bookkeeper to fulfill the following budget transfers:

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

RESOLUTION NO. 156-15  
ABSTRACT OF AUDITED VOUCHERS APPROVED

Resolution by: Giammichele

Seconded by: Adams

RESOLVE that the Town of Big Flats approve the Abstract of Audited Vouchers for June 2015, and order the bills paid, when in funds, for the following:

GENERAL FUND	\$ 112,856.23
HIGHWAY FUND	\$ 43,689.72
SEWER DISTRICT #1	\$ 862.00
WATER DISTRICT #1	\$ 9,727.27
WATER DISTRICT #2	\$ 8,475.32
WATER DISTRICT #3	\$ 2,902.75
WATER DISTRICT #4	\$ 1,089.26
LIGHTING DISTRICT	\$ 518.46
TRUST & AGENCY	\$ 1,942.72

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

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RESOLUTION NO. 157-15

RESOLUTION NO. 114-15 REPORTING STANDARD WORK DAYS TO NYS AND LOCAL  
EMPLOYEES RETIREMENT SYSTEM AMENDED

Resolution by: Saglibene

Seconded by: Gillette

WHEREAS in accordance with Regulation 315.4, New York State Comptroller requires a standard work day for elected or appointed officials be established for the purpose of reporting work days to the New York State and Local Employees' Retirement System, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town of Big Flats Town Board hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 Digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins / Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
<b>Appointed Officials</b>							
Board Member	Robert Adams	3590	605568516	6.0	01/01/2015-12/31/2015	N	8.61

FURTHER RESOLVED the Town Board authorizes the Town Clerk to certify the original resolution passed by the Town Board and file the necessary documentation.

AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother

NAYS: None

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother

NAYS: None

RESOLUTION NO. 158-15

2015 ROAD PAVEMENT BID, RESOLUTION 148-15, CONTRACTOR'S NAME  
WRONGFULLY DISPLAYED, AMENDED

Resolution by: Adams

Seconded by: Gillette

WHEREAS resolution is to amend resolution 148-15 named 2015 road pavement bid approved, due to the awarded contractor's name was displayed as Chemung Contracting Corp (Dalrymple), and is actually Dalrymple Gravel & Contracting Co, Inc., and

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RESOLUTION NO. 158-15, 2015 ROAD PAVEMENT BID, RESOLUTION 148-15,  
CONTRACTOR'S NAME WRONGFULLY DISPLAYED, AMENDED continued

WHEREAS a bid advertisement was placed by the Chemung County Purchasing Department on behalf of the Town of Big Flats, and bids were received on April 30, 2015 and

WHEREAS the following asphalt paving project bids were received:

Bothar Construction	Paving Group 1	\$657,980.00
	Paving Group 2	\$29,540.00
Dalrymple Gravel & Contracting Co, Inc.	PavingGroup1	\$711,440.00
	Paving Group 2	\$33,132.00
Dolomite dba A.L. Blades	Paving Group 1	\$1,056,500.00
	Paving Group 2	\$52,650.00
Spencer Paving	Paving Group 1	\$760,886.00
	Paving Group 2	\$36,596.00

WHEREAS we prefer to use warm mix asphalt where the budget allows due to a greater amount of asphalt emulsion remaining in the product, allowing for more asphalt flexibility and a longer life, and

WHEREAS Bothar Construction had the lowest bid for hot mix, and Dalrymple Gravel & Contracting Co., Inc. had the lowest bid for warm mix, we choose to use warm mix, because it is a better value for the Town, and

WHEREAS the Commissioner of Public Works recommends the project bids be awarded to Dalrymple Gravel & Contracting Co, Inc., and

WHEREAS, for environmental review purposes, administration is a Type II Action in accordance with SEQRA 6NYCRR Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board awards the bid proposal to Dalrymple Gravel & Contracting Co. Inc for the following items:

Paving Group 1  
Paving Group 2

BE IT THEREFORE RESOLVED the Town Board approves the amended resolution with the corrected awarded contractor's name to replace resolution 148-15 named 2015 road pavement bid.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother

NAYS: None

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RESOLUTION NO. 159-15  
ELMIRA CHEMUNG TRANSPORTATION COUNCIL TO APPLY FOR BRIDGE FUNDS  
FROM THE FEDERAL-AID SYSTEM FOR THE REHABILITATION OF THE OLCOTT  
ROAD BRIDGE APPROVED

Resolution by: Gillette  
Seconded by: Giammichele

WHEREAS funds are needed to rehabilitate the Olcott Road Bridge, the only bridge owned by the Town of Big Flats 20 feet or greater, and

WHEREAS the Elmira Chemung Transportation Council will be soliciting for Federal funds of \$1,700,000 for construction regarding the Olcott Road Bridge in 2017, and

WHEREAS this bridge is currently owned by the Town of Big Flats and at the completion of the project, it is planned that the County DPW would assume ownership and maintenance of the bridge if the Town Board of Big Flats approves, and

WHEREAS the Town of Big Flats would be committing to is 5% to 20% of the cost, or \$114,750 to \$459,000 in a project not to exceed \$2,295,000, and

WHEREAS for environmental review purposes, interpreting an existing code, and adoption of regulations, policies, or procedures and local legislative decisions are Type II action in accordance with SEQRA 6 NYCRR, Part 617.5 (c)(20) and as such no further action is necessary regarding the same, now

THEREFORE BE IT RESOLVED the Big Flats Town Board authorizes the Elmira Chemung Transportation Council to apply for Federal funds for the replacement of Olcott Road Bridge and that Andy Avery Commissioner of Public Works be authorized to the lead in such action.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

RESOLUTION NO. 160-15  
JORDAN YORIO AS A SUBSTITUTE FOR THE YOUTH DEPT,  
DURING SPECIAL EVENTS, WINTER AND SUMMER TAFFY APPROVED

Resolution by: Giammichele  
Seconded by: Adams

WHEREAS the Big Flats Youth Services Department is in need of a substitute to work for special events, winter and summer TAFFY, and

WHEREAS the Youth Services Coordinator, in a memo dated June 8, 2015, requests the Town Board appoint Jordan Yorrio, as the substitute for the Youth Department, during special events, Winter and Summer TAFFY, and

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RESOLUTION NO. 160-15, JORDAN YORIO AS A SUBSTITUTE FOR THE YOUTH DEPT, DURING SPECIAL EVENTS, WINTER AND SUMMER TAFFY APPROVED  
continued

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board appoints Jordan Yorio, as the substitute for the Youth Department, during special events, winter and summer TAFFY at the rate of \$8.75 an hour.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

RESOLUTION NO. 161-15  
RESIGNATION OF PART-TIME DEPUTY COURT CLERK TO THE JUSTICE APPROVED

Resolution by: Adams  
Seconded by: Saglibene

WHEREAS a notice was received from Deputy Court Clerk Amy Lorenz, dated June 17, 2015, informing the Justice that she no longer works for the Town, and

WHEREAS for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such, no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board accepts the resignation of Amy Lorenzo part-time Deputy Court Clerk, effective June 26, 2015 and request the Town Supervisor send a letter of appreciation to Mrs. Lorenz for her time and dedication.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

RESOLUTION NO. 162-15  
ATTENDANCE TO THE OSC ADVANCED ACCOUNTING SCHOOL APPROVED

Resolution by: Saglibene  
Seconded by: Gillette

WHEREAS the Office of the State Comptroller, is offering an Advanced Accounting, in the Dulles State Office Building, in Watertown, NY, and



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RESOLUTION NO. 164-15, ATTENDANCE TO THE OSC ADVANCED ACCOUNTING SCHOOL APPROVED continued

WHEREAS said training school is conducted by the Office of the State Comptroller is part of their Annual Training School, is recommended for accounting personnel for current updates and reviews, and

WHEREAS for environmental review, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (19) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes Merlyn Tiwari to attend the OSC Advanced Accounting School held September 1-3, 2015, with expenses not-to-exceed \$1,000.00, with all appropriate expenses to be allocated from the appropriate budgets.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

RESOLUTION NO. 163-15  
JUNE 24, 2015 COMMUNICATIONS LOG APPROVED

Resolution by: Saglibene  
Seconded by: Gillette

BE IT RESOLVED that the following communications were received, accepted and filed by the Town Clerk of the Town of Big Flats and referred to the appropriate Department Head for information and/or action:

June 17, 2015

Time Warner Cable – RE: June, 17, 2015 Programming Notice Changes Referred to: *Town Board, and filed with Town Clerk*

June 17, 2015

Dominion – RE: Safe Operations, Facilities and Safety-minded employees Referred to: *Town Board, DPW, Code Department, Assessor, and filed with the Town Clerk.*

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother  
NAYS: None

Supervisor Fairbrother also reported on:

- River signage will help to locate people during an emergencies, Big Flats Fire Dept. will install the new signs, and Supervisor Fairbrother thanked Tim Gilbert our Building Inspector/Code Enforcement Officer, with the help organize locations with mapping.
- Elmira Water board proposal – working on
- Parking cars at Community Park for Concerts at Tags – Boy scouts and Kids with Cancer groups helped with parking, everything is going well.

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Supervisor Fairbrother also reported on: continued

- Update on Emhart Powers – we do have FAA approval now
- Novus training!
- Community Park Extension new playground coming soon.
- Hammond Street sale – working on.
- LED-RFP – Out for BID
- Klee update – still working on
- Paving – should be done Thursday evening June 25<sup>th</sup>.
- Chemung County offered to help us with the chip sealing this year, Shared service
- Assessing – Meeting with the County and Theresa Murdock June 25, 2015
- Banning update for Water Department
- I86 Project Meeting
- HVAC – still working on
- Community Center email – Received an Email Director asked for a full investigations
- Vacant Property Law – Attorney is working on proposals regarding maintenance fees.
- Community Days this weekend.

Councilperson Gillette made a motion, seconded by Councilperson Giammichele to adjourn the Town Board meeting at 8:24 p.m. All in favor, motion carried.

Date approved: \_\_\_\_\_ Linda Cross  
Town Clerk